



SANTA CRUZ
COUNTY OFFICE OF
EDUCATION
DR. FARIS SABBABH • SUPERINTENDENT OF SCHOOLS

Santa Cruz County Board of Education • 400 Encinal Street, Santa Cruz, CA 95060 • Tel (831) 466-5900 •
www.santacruzcoe.org

Mr. Ed Acosta • Ms. Alyssa Alto • Ms. Rose Filicetti • Ms. Sandra Nichols
Ms. Sue Roth • Mr. Abel Sanchez • Mr. Bruce Van Allen

Santa Cruz County Board of Education
Regular Board Meeting
Thursday, July 20, 2023
4:00 pm
Boardroom and/or Zoom

Members of the public may join the meeting either by attending in person or joining the live video conference using the following link:

<https://santacruzcoe-org.zoom.us/j/88619935952>

Or join by phone:

Phone Number: + 1 (669) 444-9171

Meeting ID: 886 1993 5952

PUBLIC COMMENT:

Any person wishing to make a public comment will have the opportunity to do so either in-person or via videoconference during the meeting for up to three minutes each for any item not listed on the agenda, or for up to three minutes for any item listed on the agenda. To request to speak during public comment or on any item on the agenda, please complete this form: <https://sccoe.link/PublicComment>

To submit a comment to be read aloud on your behalf either listed or not listed on the meeting agenda, please send a comment no longer than 300 words to yvalentin@santacruzcoe.org no later than 2:00 PM on July 20th. Each individual may only make one comment per topic.

Cualquier persona que desee hacer un comentario público tendrá la oportunidad de hacerlo en vivo o por videoconferencia durante la reunión virtual hasta tres minutos cada uno para cualquier tema que no esté incluido en la agenda, y hasta tres minutos para cualquier tema incluido en la agenda. Para solicitar hablar durante los comentarios públicos o sobre cualquier tema de la agenda, complete este formulario: <https://sccoe.link/PublicComment>

Para enviar un comentario para ser leído en voz alta en su nombre, ya sea para un tema en la agenda o no en la agenda, envíe un comentario de no más de 300 palabras a yvalentin@santacruzcoe.org a más tardar a las 2:00 PM del 20 de julio. Cada individuo solo puede hacer un comentario por tema.

AGENDA

1. CALL TO ORDER, ROLL CALL, AND ESTABLISHMENT OF QUORUM

Bruce Van Allen (President), Ed Acosta, Alyssa Alto, Rose Filicetti, Sandra Nichols, Sue Roth, Abel Sanchez
Faris Sabbah, Secretary

1.1 Board Member Remote Attendance Approval

In accordance with AB 2449, Trustees may participate in the Board meeting remotely under the following conditions:

- Just Cause, or Emergency Circumstances
- Board Approval

It is required that a Board quorum be present in person.

Motion &

Roll Call Vote: Bruce Van Allen (President)

2. PLEDGE OF ALLEGIANCE

Superintendent Sabbah (Secretary) will lead the Pledge of Allegiance.

3. APPROVAL OF AGENDA

Agenda deletions and/or sequence changes will be approved or the agenda will be approved as submitted.

4. PUBLIC COMMENT

This is an opportunity for the public to address the Board regarding items not on the agenda. The Board President will recognize any member of the audience not previously placed on the agenda who wishes to speak on a matter directly related to school business. Each speaker, on any specific topic, may speak for up to **three (3) minutes** unless otherwise limited or extended by the President. The President may allot time to those wishing to speak but no action will be taken on matters presented (EDC § 35145.5). If appropriate, the President, or any Member of the Board, may direct that a matter be referred to the Superintendent's Office for placement on a future agenda. Please refer to item, *Please Note*, on the last item of this agenda.

5. CONSENT AGENDA

All items appearing on the consent agenda are recommended actions that are considered routine and will be acted upon as one motion. Specific items may be removed for separate consideration. Item(s) removed will be considered immediately following the consent agenda motion as Deferred Consent Items.

5.0.1 Minutes of the Regular Board Meeting held on June 15, 2023

5.0.2 Minutes of the Regular Board Meeting held on June 22, 2023

5.0.3 Surplus Items

5.1 DEFERRED CONSENT ITEMS (if required)

This item is placed on the agenda to address any items that might be pulled from Agenda Item 5.0 for further discussion/consideration if so determined.

6. CORRESPONDENCE

Official correspondence received by the Board, if any, is included herein. Copies of correspondence received within 72 hours of the meeting will be available at the meeting location.

7. REPORTS, DISCUSSIONS, AND PRESENTATIONS

7.1 Santa Cruz County Office of Education's Student Trustee Academy Presentation

Dr. Faris Sabbah, County Superintendent of Schools, Andres Ortiz, Student Leadership and Engagement Coordinator, Marlice Velasco, Student Trustee Academy Facilitator, and students from the COE's Student Trustee Academy will present to the County Board. Students will share a program overview and their learnings. This is the second cohort of the Academy consisting of 20 students from across the County, representing eight local schools.

Presenter(s): Dr. Faris Sabbah, County Superintendent of Schools
Andres Ortiz, Coordinator, Student Leadership & Engagement
Marlice Velasco, Facilitator, Student Trustee Academy

8. NEW BUSINESS AND ACTION ITEMS

8.1 Approve Resolution #23-25 In The Matter of Authorizing Inter-Fund Loans for Cash Flow Purposes

The Board will be asked to adopt Resolution #23-25 in the matter of authorizing inter-fund loans for cash flow purposes.

Presenter(s): Liann Reyes, Deputy Superintendent, Business Services

Motion &

Roll Call Vote: Bruce Van Allen (President)

8.2 Approve Budget Revisions

Liann Reyes, Deputy Superintendent, Business Services will present notable changes to the budget. The board is asked to review the revisions.

Presenter(s): Liann Reyes, Deputy Superintendent, Business Services

Motion &

Voice Vote: Bruce Van Allen (President)

8.3 Adopt Santa Cruz County Board of Education Governance Handbook

On May 20, 2023, the Board participated in an effective governance workshop conducted by CSBA Consultant, Luan Burman Rivera. A draft handbook was created at the workshop. The Board will review this draft handbook and consider adopting it.

Presenter(s): Bruce Van Allen (President)

Motion &

Roll Call Vote: Bruce Van Allen (President)

9. SUPERINTENDENT'S REPORT

County Superintendent Dr. Faris Sabbah will provide an update on activities and matters of interest.

10. TRUSTEE REPORTS (3 minutes each)

Trustees will report on matters, events, and activities related to Board goals of Advocating for students, maintaining community relations, and promoting student achievement.

11. AD HOC/STANDING COMMITTEE REPORTS/ACTIONS

12. SCHEDULE OF MEETINGS AND UPCOMING EVENTS

Santa Cruz County Office of Education
Administrator Kick-Off
August 1, 2023
Seascape Golf Course
8:30 a.m.

Santa Cruz County Office of Education
All Staff Orientation
August 7, 2023
Twin Lakes Monschke Hall
9:00 a.m.

Santa Cruz County Board of Education
Regular Meeting
August 17, 2023
4:00 p.m.

13. ADJOURNMENT

President Van Allen will adjourn the meeting.

PLEASE NOTE:

Public Participation:

All persons are encouraged to attend and, when appropriate, to participate in meetings of the Santa Cruz County Board of Education. If you wish to speak to an item on the agenda, please be present at the beginning of the meeting as any item, upon motion, may be moved to the beginning of the agenda. Persons wishing to address the Board are asked to state their name for the record. The president of the Board will establish a time limit of three (3) minutes, unless otherwise stated by the president, for comments from the public. Consideration of all matters is conducted in open session except those relating to litigation, personnel and employee negotiations, which, by law, may be considered in closed session. Expulsion appeal hearings are heard in closed session unless a request for hearing in open session is made by the appellant.

Backup Documentation:

Any writings or documents that are public records and are provided to a majority of the governing board regarding an open session item on this agenda will be made available for public inspection in the County Office of Education, located 400 Encinal Street, Santa Cruz, CA 95060, during normal business hours.

Translation Requests:

Spanish language translation is available on an as-needed basis. Please make advance arrangements with Verenise Valentin by telephone at (831) 466-5900 Traducciones del inglés al español y del español al inglés están disponibles en las sesiones de la mesa directiva. Por favor haga arreglos por anticipado con Verenise Valentin por teléfono al número (831) 466-5900.

ADA Compliance:

In compliance with Government Code section 54954.2 (a), The Santa Cruz County Office of Education will, on request, make this agenda available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact Verenise Valentin, Administrative Aide to the Superintendent, 400 Encinal St., Santa Cruz, CA 95060, (831) 466-5900.



SANTA CRUZ
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SANTA CRUZ COUNTY BOARD OF EDUCATION

AGENDA ITEM 5.0.1

Board Meeting Date: July 20, 2023

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Action



Information

TO: Santa Cruz County Board of Education

FROM: Dr. Faris Sabbah, County Superintendent of Schools

SUBJECT: Minutes of the Regular Board Meeting held on June 15, 2023

BACKGROUND

Minutes of the Regular Board Meeting held on June 15, 2023

FUNDING IMPLICATIONS

None.

RECOMMENDATION

Approve Minutes of the Regular Board Meeting held on June 15, 2023



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**Mr. Ed Acosta • Ms. Alyssa Alto • Ms. Rose Filicetti • Ms. Sandra Nichols
Ms. Sue Roth • Mr. Abel Sanchez • Mr. Bruce Van Allen**

**Santa Cruz County Board of Education
Regular Board Meeting
Thursday, June 15, 2023
4:00pm
Boardroom and/or Zoom**

UNAPPROVED MINUTES

1. CALL TO ORDER, ROLL CALL, AND ESTABLISHMENT OF QUORUM

Trustees Present:

Bruce Van Allen (President), Rose Filicetti, Sandra Nichols, Sue Roth, Abel Sanchez

Trustees Absent:

Ed Acosta, Alyssa Alto

Staff Present:

Dr. Faris Sabbah (Secretary), Denise Guerra-Sanson, Dr. Jennifer Izant Gonzales, Melissa Lopez, Dr. Angela Meeker, Rebecca Olker, Verenise Valentin, Dr. Heather Wygant

1.1 Board Member Remote Attendance Approval

In accordance with AB 2449, Trustees may participate in the Board meeting remotely under the following conditions:

- Just Cause, or Emergency Circumstances
- Board Approval

It is required that a Board quorum be present in person.

Trustee Filicetti requested to participate in the meeting remotely due to an emergency circumstance preventing her from participating in person.

A motion was made to authorize Trustee Filicetti to participate in the meeting remotely (Nichols/Roth 4-0-1-2).

Ayes:	Nichols, Roth, Sanchez, Van Allen
Nays:	None
Abstain:	Filicetti
Absent:	Acosta, Alto

2. PLEDGE OF ALLEGIANCE

Superintendent Sabbah led the Pledge of Allegiance.

3. APPROVAL OF AGENDA

A motion was made to approve the agenda as presented (Roth/Nichols 5-0-0-2).

Ayes: Filicetti, Nichols, Roth, Sanchez, Van Allen
Nays: None
Abstain: None
Absent: Acosta, Alto

4. PUBLIC COMMENT

No public comment.

5. CONSENT AGENDA

- 5.0.1 Minutes of the Regular Board Meeting held on May 18, 2023
- 5.0.2 Minutes of the Special Board Meeting held on May 20, 2023
- 5.0.3 Routine Budget Revisions

A motion was made to approve the agenda as presented (Nichols/Filicetti 5-0-0-2).

Ayes: Filicetti, Nichols, Roth, Sanchez, Van Allen
Nays: None
Abstain: None
Absent: Acosta, Alto

5.1 DEFERRED CONSENT ITEMS (if required)

None.

6. CORRESPONDENCE

None.

7. REPORTS, DISCUSSIONS, AND PRESENTATIONS

Trustee Acosta arrived at the meeting.

7.1 Recognizing the 2023 STEAM Expo Winners

The Board recognized 2023 STEAM Expo finalists Jack Driscoll-Natale (junior, Pacific Collegiate School) and Hazel Campbell (freshman, Pacific Collegiate School). Both students, alongside Santa Cruz COE Science Coordinator Dr. Heather Wygant traveled to Dallas, Texas last month to attend the 2023 Regeneron International Science and Engineering Fair (ISEF). Both students presented projects at ISEF. Dr. Wygant and Miguel Aznar, Lead Judge, presented the students with certificates of achievement.

7.2 Certificates of Completion for Administrative Credential Training

The Board recognized 19 administrators that completed the Santa Cruz County Office of Education Clear Administrative Services Credential Program, Act II.

Administrators: Mohamed Amine Bouchti	Rene Ohana
Renee Golder	Dr. Michael Paynter
Joe Gregorio	Sara Pearman
Mary Ann Hilton	Dave Poetzing
Katie Kriscunas	Cristal Renteria
Erin Legorreta	Georgia Tyrrell
Marina Maldonado	Todd Wilson
Michelle Menchaca	Nathan Winchell
Melissa Nix	Dr. Heather Wygant
Sara Norris	

8. PUBLIC HEARINGS

8.1 Public Hearing: 2023-2024 Local Control Accountability Plan (LCAP) of the Santa Cruz County Office of Education

In compliance with California EDC § 52062(b)(1), the Board held a public hearing to solicit recommendations and comments from members of the public regarding the specific actions and expenditures proposed by the 2023-2024 Local Control Accountability Plan of the Santa Cruz County Office of Education and the 2023-2024 Annual Update, and 2023-2024 Budget Overview for Parents. Dr. Jennifer Izant Gonzales, Director, Alternative Education, presented to the Board.

President Van Allen invited members of the public who wished to address the Board on this matter to speak. No comments from the public were made. President Van Allen then closed the public hearing and explained that further action on this item will be taken at the June 22, 2023, Board Meeting

8.2 Public Hearing: 2023-2024 Local Control Accountability Plan (LCAP) of the Santa Cruz County Career Advancement Charter School

In compliance with California EDC § 52062(b)(1), the Board held a public hearing to solicit recommendations and comments from members of the public regarding the specific actions and expenditures proposed by the 2023-2024 Local Control Accountability Plan of the Santa Cruz County Career Advancement Charter School and the 2023-2024 Annual Update, and 2023-2024 Budget Overview for Parents. Denise Guerra-Sanson, Executive Director, Student Program, presented to the Board.

President Van Allen invited members of the public who wished to address the Board on this matter to speak. No comments from the public were made. President Van Allen then closed the public hearing and explained that further action on this item will be taken at the June 22, 2023, Board Meeting

8.3 Public Hearing: Santa Cruz County Office of Education 2023-2024 Budget

The Santa Cruz County Office of Education's 2023-2024 Budget was presented for public comment in accordance with EDC § 1620 et seq., 24103. A copy of the budget is available upon request. Melissa Lopez, Director, Fiscal Services, presented to the Board.

President Van Allen invited members of the public who wished to address the Board on this matter to speak. No comments from the public were made. President Van Allen then closed the public hearing and explained that further action on this item will be taken at the June 22, 2023, Board Meeting

9. NEW BUSINESS AND ACTION ITEMS

9.1 Review County Board of Education's Effective Governance Handbook (Draft)

On May 20, 2023, the Board participated in an effective governance workshop conducted by CSBA Consultant, Luan Burman Rivera. A draft handbook was created at the workshop. The Board reviewed this draft handbook.

Trustees proposed various language and content changes to the handbook. No action was taken.

9.2 Approve Resolution #23-21, to Bring Back Retired Employee for Special Projects Gov. Code sections 7522.56 & 21229

Pursuant to Government Code section 7522.56, the Santa Cruz County Office of Education must provide CalPERS this certification resolution when hiring a retiree before 180 days have passed since their retirement date.

Colleen Bugayong, Director of Fiscal Services, retired from Pajaro Valley Unified School District, effective August 5, 2023.

Pajaro Valley Unified School District asked for approval to hire Colleen Bugayongi to assist with the backlog and various special projects related to the position of Director of Fiscal Services.

A motion was made to approve Resolution #23-21 (Filicetti/Roth 6-0-0-1).

Ayes:	Acosta, Filicetti, Nichols, Roth, Sanchez, Van Allen
Nays:	None
Abstain:	None
Absent:	Alto

10. SUPERINTENDENT'S REPORT

Superintendent Sabbah provided an update on activities and matters of interest.

11. TRUSTEE REPORTS (3 minutes each)

Trustee Filicetti:

May 20, 2023 - Special Board Meeting

May 23, 2023 - Oasis, Aptos Graduation

May 25, 2023 - Oasis, Watsonville Graduation

May 26, 2023 - Sequoia School Graduation

May 31, 2023 - Capitol Advisors On-line Budget Perspectives Workshop

Trustee Nichols:

She attended several graduation ceremonies and participated in the County Office of Education Pride Day festivities.

Trustee Acosta:

No report to share.

Trustee Sanchez:

He attended several graduation ceremonies.

Trustee Roth:

May 20, 2023 - SCCOE Board Retreat and Black Graduation Ceremony

May 22, 2023 - SCZCSBA

May 23, 2023 - OASIS and CAC North Graduation

May 24, 2023 - Star/Highlands Graduation and Cottage/IS/Seabright Graduation

May 25, 2023 - Capitol Advisors Budget Workshop

May 26, 2023 - Cypress Graduation

May 31, 2023 - Board Agenda Committee Meeting

Trustee Van Allen:

He attended the Queer Youth Leadership Awards, Budget committee meeting, and various graduations and participated in the County Office of Education Pride Day festivities.

12. AD HOC/STANDING COMMITTEE REPORTS/ACTIONS

None.

13. SCHEDULE OF MEETINGS AND UPCOMING EVENTS

Santa Cruz County Board of Education

Regular Meeting

June 22, 2023

4:00 p.m.

Santa Cruz County Board of Education

Regular Meeting

July 20, 2023

4:00 p.m.

14. ADJOURNMENT

President Van Allen adjourned the meeting at 6:40 p.m.



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SANTA CRUZ COUNTY BOARD OF EDUCATION

AGENDA ITEM 5.0.2

Board Meeting Date: July 20, 2023

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Action



Information

TO: Santa Cruz County Board of Education

FROM: Dr. Faris Sabbah, County Superintendent of Schools

SUBJECT: Minutes of the Regular Board Meeting held on June 22, 2023

BACKGROUND

Minutes of the Regular Board Meeting held on June 22, 2023

FUNDING IMPLICATIONS

None.

RECOMMENDATION

Approve Minutes of the Regular Board Meeting held on June 22, 2023



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**Mr. Ed Acosta • Ms. Alyssa Alto • Ms. Rose Filicetti • Ms. Sandra Nichols
Ms. Sue Roth • Mr. Abel Sanchez • Mr. Bruce Van Allen**

**Santa Cruz County Board of Education
Regular Board Meeting
Thursday, June 22, 2023
4:00pm
Boardroom and/or Zoom**

UNAPPROVED MINUTES

1. CALL TO ORDER, ROLL CALL, AND ESTABLISHMENT OF QUORUM

Trustees Present

Bruce Van Allen (President), Alyssa Alto, Rose Filicetti, Sandra Nichols, Sue Roth, Abel Sanchez

Trustees Absent

Ed Acosta

Staff Present

Dr. Faris Sabbah (Secretary), Maria Castro, Denise Guerra-Sanson, Nick Ibarra, Dr. Jennifer Izant Gonzales, Melissa Lopez, Dr. Angela Meeker, Sita Moon, Diane Munoz, Liann Reyes, Verenise Valentin

1.1 Board Member Remote Attendance Approval

In accordance with AB 2449, Trustees may participate in the Board meeting remotely under the following conditions:

- Just Cause, or Emergency Circumstances
- Board Approval

It is required that a Board quorum be present in person.

Trustee Filicetti requested to participate in the meeting remotely due to an emergency circumstance preventing her from participating in person.

A motion was made to authorize Trustee Filicetti to participate in the meeting remotely (Nichols/Roth 5-0-1-1).

Ayes:	Alto, Nichols, Roth, Sanchez, Van Allen
Nays:	None
Abstain:	Filicetti
Absent:	Acosta

2. PLEDGE OF ALLEGIANCE

Superintendent Sabbah led the Pledge of Allegiance.

3. APPROVAL OF AGENDA

A motion was made to approve the agenda as presented (Nichols/Filicetti 6-0-0-1).

Ayes: Alto, Filicetti, Nichols, Roth, Sanchez, Van Allen
Nays: None
Abstain: None
Absent: Acosta

4. PUBLIC COMMENT

No public comment.

5. CORRESPONDENCE

None.

6. REPORTS, DISCUSSIONS, AND PRESENTATIONS

6.1 Santa Cruz County Office of Education Retirement Recognitions

The Board recognized the important contributions of the following Santa Cruz County Office of Education employee who is retiring in the 2022-2023 school year.

Retiree: Sita Moon, Program Coordinator, Child Development Programs

Maria Castro, Migrant Head Start Manager, and Diane Munoz, Program Coordinator, Childhood Advisory Council, shared remarks on behalf of Sita Moon.

6.2 Local Indicators Presentation for the Santa Cruz County Office of Education

The SBE adopted state and local indicators to measure school district and individual school site performance in regard to each of the state priorities, as required by law. Performance data on state and local indicators is publicly reported in the California School Dashboard. Local Indicators apply at the LEA and charter school level and are based on data collected at the local level (Priorities 1, 2, 3, 6, 7, 9 and 10). Note, priorities 9 and 10 are for COEs only. Dr. Jennifer Izant Gonzales, Director, Alternative Education, presented the indicators to the Board.

6.3 Local Indicators Presentation for the Career Advancement Charter

The SBE adopted state and local indicators to measure school district and individual school site performance in regard to each of the state priorities, as required by law. Performance data on state and local indicators is publicly reported in the California School Dashboard. Local Indicators apply at the LEA and charter school level and are based on data collected at the local level (Priorities 1, 2, 3, 6, 7, 9 and 10). Note, priorities 9 and 10 are for COEs only. Denise Guerra-Sanson, Executive Director, Student Program, presented the indicators to the Board.

6.4 Santa Cruz County Office of Education Summary of Support for School Districts

In accordance with Education Code § 52066(i), the County Superintendent of Schools must prepare an annual summary of how the County Superintendent of Schools plans to support school districts and schools within the county. Dr. Angela Meeker, Associate Superintendent, Educational Services, presented the report to the Board.

7. NEW BUSINESS AND ACTION ITEMS

7.1 Adopt 2023-2024 Local Control and Accountability Plan (LCAP) for the Santa Cruz County Office of Education

Following a public hearing held on June 15, 2023 to solicit recommendations and comments from members of the public regarding the specific actions and expenditures proposed by the Local Control Accountability Plan of the Santa Cruz County Office of Education (EDC § 52062(b)), it is requested that the Board adopt the LCAP.

A motion was made to adopt the 2023-2024 Local Control and Accountability Plan (LCAP) for the Santa Cruz County Office of Education (Filicetti/Roth 6-0-0-1).

Ayes:	Alto, Filicetti, Nichols, Roth, Sanchez, Van Allen
Nays:	None
Abstain:	None
Absent:	Acosta

7.2 Adopt 2023-2024 Local Control and Accountability Plan (LCAP) for the Santa Cruz County Career Advancement Charter

Following a public hearing held on June 15, 2023 to solicit recommendations and comments from members of the public regarding the specific actions and expenditures proposed by the Local Control Accountability Plan of the Santa Cruz County Career Advancement Charter (EDC § 52062(b)), it is requested that the Board adopt the LCAP.

A motion was made to adopt the 2023-2024 Local Control and Accountability Plan (LCAP) for the Santa Cruz County Career Advancement Charter (Filicetti/Nichols 6-0-0-1).

Ayes:	Alto, Filicetti, Nichols, Roth, Sanchez, Van Allen
Nays:	None
Abstain:	None
Absent:	Acosta

7.3 Adopt Santa Cruz County Office of Education 2023-2024 Budget

Following a Public Hearing held on June 15, 2023 to solicit recommendations and comments from members of the public regarding the Santa Cruz County Office of Education's 2023-2024 Budget, it is requested that the Board adopt the Budget as presented.

A motion was made to adopt the Santa Cruz County Office of Education 2023-2024 Budget (Filicetti/Nichols 6-0-0-1).

Ayes:	Alto, Filicetti, Nichols, Roth, Sanchez, Van Allen
Nays:	None
Abstain:	None
Absent:	Acosta

7.4 Approve Resolution #23-22: Usage of funds generated by Propositions 30 and 55, Education Protection Account (Santa Cruz County Office of Education)

It was recommended that the Board adopt Resolution #23-22 to approve usage of the funds made available from Proposition 30 and Proposition 55 for instructional expenditures within the County Office of Education's budget.

A motion was made to approve Resolution #23-22 (Filicetti/Nichols 6-0-0-1).

Ayes:	Alto, Filicetti, Nichols, Roth, Sanchez, Van Allen
Nays:	None
Abstain:	None
Absent:	Acosta

7.5 Approve Resolution #23-23 Usage of funds generated by Propositions 30 and 55, Education Protection Account (Career Advancement Charter)

It is recommended that the Board adopt Resolution #23-23 to approve usage of the funds made available from Proposition 30 and Proposition 55 for educational expenditures within the Career Advancement Charter's budgets.

A motion was made to approve Resolution #23-23 (Roth/Alto 6-0-0-1).

Ayes:	Alto, Filicetti, Nichols, Roth, Sanchez, Van Allen
Nays:	None
Abstain:	None
Absent:	Acosta

7.6 Approve Resolution #23-24 For Establishing Fund 56 Debt Service Fund

The Debt Service Fund 56 is used for the accumulation of resources for and the retirement of principal and interest on general long-term debt. The amounts held in this account shall be for the sole purpose of accumulating sufficient resources in order to make payments on Certificates of Participation debt. It is the intent of the Santa Cruz County Office of Education's Governing Board to establish the Debt Service Fund 56. The Board is asked to approve the Resolution.

A motion was made to approve Resolution #23-24 (Nichols/Sanchez 6-0-0-1).

Ayes:	Alto, Filicetti, Nichols, Roth, Sanchez, Van Allen
Nays:	None
Abstain:	None
Absent:	Acosta

7.7 Public Disclosure: SCCEA Collective Bargaining Agreement

Government Code Section 3547.5 requires that before a public school employer enters into a written agreement with an exclusive representative, the major provisions of the agreement shall be disclosed in a public meeting.

7.8 Public Disclosure: CSEA Collective Bargaining Agreement

Government Code Section 3547.5 requires that before a public school employer enters into a written agreement with an exclusive representative, the major provisions of the agreement shall be disclosed in a public meeting.

8. **SCHEDULE OF MEETINGS AND UPCOMING EVENTS**

Santa Cruz County Board of Education
Regular Meeting
July 20, 2023
4:00 p.m.

9. **ADJOURNMENT**

President Van Allen adjourned the meeting at 5:34 p.m.



SANTA CRUZ COUNTY BOARD OF EDUCATION

AGENDA ITEM 5.0.3

Board Meeting Date: July 20, 2023

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Action

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Information

TO: Santa Cruz County Board of Education

FROM: Liann Reyes, Deputy Superintendent, Business Services

SUBJECT: Surplus Items

BACKGROUND

The County Office of Education (COE) currently owns several vehicles that are no longer operational. The vehicles that are concerned are listed below:

- 2007 Ford Escape VIN# 1FMCU59H97KB16685
- 2002 Chevrolet Astro VIN# 4T9AB202XJA140069

It would take significant resources and funding to repair, and it has been determined that they needed more funds to offset the cost of a sale. The administration recommends the board vote to dispose of the vehicles to a recycling organization or donation to avoid additional costs to the County Office, consistent with line item 4 of the attached policy:

Per board policy 3260, the board must evaluate and vote on the disposal method for the vehicle.

FUNDING IMPLICATIONS

Detailed herein.

RECOMMENDATION

Approve disposal of surplus items.



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TO: Santa Cruz County Board of Trustees

FROM: Liann Reyes, Deputy Superintendent 

DATE: July 14, 2023

RE: Surplus Vehicles

The County Office of Education (COE) currently owns a number of vehicles that are no longer operational. The vehicles that are concerned are listed below:

- 2007 Ford Escape VIN# 1FMCU59H97KB16685
- 2002 Chevrolet Astro VIN# 4T9AB202XJA140069

It would take significant resources and funding to repair, and it has been determined that they could not be sold for enough funds to offset the cost of a sale. The administration recommends the board vote to dispose of the vehicles to a recycling organization or donation to avoid additional costs to the County Office, consistent with line item 4 of the attached policy:

“Surplus personal property that the County Superintendent and the County Board agree to be of insufficient value to defray the cost of arranging a sale shall be disposed of in the most efficient manner not inconsistent with the Education Code.”

Per board policy 3260, the board must evaluate and vote on the disposal method for the vehicle.

SALE OR OTHER DISPOSITION OF SURPLUS PERSONAL PROPERTY

The Santa Cruz County Superintendent of Schools (County Superintendent) may sell or otherwise dispose of any personal property that he/she declares surplus to the needs of the Santa Cruz County Office of Education (SCCOE), through a process consistent with Education Code.

Personal property is defined as instructional materials, equipment, relocatable buildings, supplies, vehicles, and other such items.

The following shall be the order in which disposal is accomplished.

1. The County Superintendent is required to certify the value of the property in a report to the Santa Cruz County Board of Education (County Board) for its review.
2. Offer the property at fair market value to all school districts within Santa Cruz County.
3. Conduct a public sale at fair market value.
4. Surplus personal property that the County Superintendent and the County Board agree to be of insufficient value to defray the cost of arranging a sale shall be disposed of in the most efficient manner not inconsistent with the Education Code.

For surplus personal property estimated to be over \$25,000 that belongs to SCCOE, the County Superintendent is required by law to:

1. Obtain an independent evaluation of the property.
2. Bring the proposed sale to the attention of the County Board for its approval.
3. Advertise property for sale in a newspaper of general circulation for no less than one week.

Business and Non-instructional Operations BP 3260

SALE OR OTHER DISPOSITION OF SURPLUS PERSONAL PROPERTY (continued)

Legal Reference:

EDUCATION CODE

1279 County Superintendent of Schools, disposing of personal property

1605 Property Title

17540-17542 Sale or lease of personal property by on district to another

17545-17555 Sale of personal property

35168 Inventory, including record of time and mode of disposal

60500-60530 Sale, donation, or disposal of instructional materials

GOVERNMENT CODE

25505 District property, disposition, proceeds

CODE OF REGULATIONS, TITLE 5

3944 Consolidated categorical programs, district title to equipment

3946 Disposal of equipment purchased with state and federal consolidated application funds

UNITED STATES CODE, TITLE 40

549 Surplus Property



SANTA CRUZ COUNTY BOARD OF EDUCATION

AGENDA ITEM 7.1

Board Meeting Date: July 20, 2023

☐

Action

☒

Information

TO: Santa Cruz County Board of Education

FROM: Dr. Faris Sabbah, County Superintendent of Schools
Andres Ortiz, Coordinator, Student Leadership & Engagement
Marlize Velasco, Facilitator, Student Trustee Academy

SUBJECT: Santa Cruz County Office of Education's Student Trustee Academy Presentation

BACKGROUND

Dr. Faris Sabbah, County Superintendent of Schools, Andres Ortiz, Student Leadership and Engagement Coordinator, Marlize Velasco, Student Trustee Academy Facilitator, and students from the COE's Student Trustee Academy will present to the County Board. Students will share a program overview and their learnings. This is the second cohort of the Academy consisting of 20 students from across the County, representing eight local schools.

FUNDING IMPLICATIONS

None.

RECOMMENDATION

Recieve presentation.



SANTA CRUZ COUNTY BOARD OF EDUCATION

AGENDA ITEM 8.1

Board Meeting Date: July 20, 2023

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Action

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Information

TO: Santa Cruz County Board of Education

FROM: Liann Reyes, Deputy Superintendent, Business Services

SUBJECT: Approve Resolution #23-25 In The Matter of Authorizing Inter-Fund Loans for Cash Flow Purposes

BACKGROUND

The Board will be asked to adopt Resolution #23-25 in the matter of authorizing inter-fund loans for cash flow purposes.

FUNDING IMPLICATIONS

Included herein.

RECOMMENDATION

Approve Resolution #23-25



Santa Cruz County Board of Education • 400 Encinal Street, Santa Cruz, CA 95060 • Tel (831) 466-5900 • www.santacruzcoe.org
Mr. Ed Acosta • Ms. Alyssa Alto • Ms. Rose Filicetti • Ms. Sandra Nichols
Ms. Sue Roth • Mr. Abel Sanchez • Mr. Bruce Van Allen

RESOLUTION #23-25

IN THE MATTER OF AUTHORIZING INTER-FUND LOANS FOR CASH FLOW PURPOSES

RESOLVED, by the Board of Trustees of the Santa Cruz County Office of Education, a school district in the County of Santa Cruz, State of California, that

WHEREAS, the Santa Cruz County Office of Education administers various funds; and

WHEREAS, the Santa Cruz County Office of Education occasionally has cash shortages in its segregated funds at the county treasury; and

WHEREAS, the governing board of any school district may direct that moneys held in any fund or account may be temporarily transferred to another fund or account of the district for payment of obligations as authorized by Education Code section 42603, not to exceed 75% of the maximum of moneys held in any Fund; and

WHEREAS, the transfer shall be accounted for as temporary borrowing between funds or accounts; and amounts transferred shall be repaid either in the same fiscal year, or in the following fiscal year if the transfer takes place within the final 120 calendar days of a fiscal year.

NOW, THEREFORE, IT IS HEREBY RESOLVED, that the Governing Board of the Santa Cruz County Office of Education authorizes the Administration to transfer funds as needed for cash-flow purposes and to repay those transfers as funds become available for the 2022-2023 fiscal year.

PASSED AND ADOPTED by the Santa Cruz County Board of Education, County of Santa Cruz, State of California, this 20th day of July 2023, by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

Bruce Van Allen, President
Santa Cruz County Board of Education

Dr. Faris M. Sabbah, Secretary
Santa Cruz County Superintendent of Schools



SANTA CRUZ
COUNTY OFFICE OF
EDUCATION
DR. FARIS SABBAH • SUPERINTENDENT OF SCHOOLS

SANTA CRUZ COUNTY BOARD OF EDUCATION

AGENDA ITEM 8.2

Board Meeting Date: July 20, 2023

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Action

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Information

TO: Santa Cruz County Board of Education

FROM: Liann Reyes, Deputy Superintendent, Business Services

SUBJECT: Approve Budget Revisions

BACKGROUND

Liann Reyes, Deputy Superintendent, Business Services will present notable changes to the budget. The board is asked to review the revisions.

FUNDING IMPLICATIONS

Included herein.

RECOMMENDATION

Approve budget revisions.



MEMO

DATE: July 14, 2023

TO: Santa Cruz County Board of Education
Dr. Faris Sabbah, County Superintendent of Schools

FROM: Liann Reyes, Deputy Superintendent, Business Services
Melissa Lopez, Director of Fiscal Services 

RE: July Budget Revisions

Although budget revisions processed during the month of July will be presented at the August Board meeting, there are two budget revisions that will be processed in excess of \$25,000 that we want the Board to be aware of so contracts can be initiated prior to the start of the 2023-24 academic school year.

Pacheco Bill Compliance:

Professional services agreements/contracts in excess of \$25,000 that require budget revisions to be processed during July 2023 are as follows:

A contract for professional services with 3Chords Inc and TherapyTravelers LLC, collectively doing business as Epic Special Education Staffing for a maximum of \$150,000 to obtain School Psychologist services for the Alternative Education program. A current vacancy has been in active recruitment since March 2023 with an applicant pool to move forward. Entering into this professional service agreement will ensure a School Psychologist will be in place prior to the start of the academic year.

A contract for professional services with XAcademy for a maximum of \$50,000 to establish and facilitate a robotics program to serve high school students in both south and north Santa Cruz County as outlined in Phase 1 of the Countywide Robotics Initiative. The partnership with XAcademy will create opportunities for robotics focused STEM enrichment for two county high school teams and support middle school teachers. The program will serve as a

template and incubator for middle school teachers, administrators, students and parents to launch their own program in support of the COE's 5-year Countywide Robotics Initiative.

Business department staff continue to communicate and work closely with department staff and managers to review revenues, expenditures, and budgets for 2023-24 as we progress with 2022-23 fiscal year-end close processes.

Should you have any questions, please feel free to contact us.

LR:ml

cc: Rebecca Olker



SANTA CRUZ COUNTY BOARD OF EDUCATION

AGENDA ITEM 8.3

Board Meeting Date: July 20, 2023

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Action

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Information

TO: Santa Cruz County Board of Education

FROM: Bruce Van Allen (President)

SUBJECT: Adopt Santa Cruz County Board of Education Governance Handbook

BACKGROUND

On May 20, 2023, the Board participated in an effective governance workshop conducted by CSBA Consultant, Luan Burman Rivera. A draft handbook was created at the workshop. The Board will review this draft handbook and consider adopting it.

FUNDING IMPLICATIONS

None.

RECOMMENDATION

Adopt Santa Cruz County Board of Education Governance Handbook.



SANTA CRUZ
COUNTY OFFICE OF
EDUCATION
DR. FARIS SABBAAH • SUPERINTENDENT OF SCHOOLS

SANTA CRUZ COUNTY OFFICE OF EDUCATION GOVERNANCE HANDBOOK

2023

Board of Trustees

Bruce Van Allen, *President*

Sue Roth, *Vice President*

Ed Acosta, *Trustee*

Alyssa Alto, *Trustee*

Rose Filicetti, *Trustee*

Sandra Nichols, *Trustee*

Abel Sanchez, *Trustee*

Superintendent

Dr. Faris Sabbah

EFFECTIVE GOVERNANCE

Unity of Purpose, Roles, Responsibilities, Norms, and Protocols

*This document reflects the governance team's work on the creation of a framework for effective governance. This process involves **ongoing** discussions and agreements about the unity of purpose, roles, norms, and protocols that enable the governance team to continue to perform its responsibilities in a way that best benefits all students.*

On June 11, 2022, and May 20, 2023, the Santa Cruz COE Board of Trustees and Superintendent participated in a workshop on Effective Governance with the California School Boards Association. This document reflects the governance team's discussion about developing and sustaining a framework for effective governance and includes highlights of their conversation about the unity of purpose, roles, norms, and protocols that enable the governance team to continue to perform its responsibilities in a way that best serves all students.

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UNITY OF PURPOSE

Unity of purpose is the common focus, overarching goals, values, beliefs, and principles board members share in common about students, the COE, and public education.

The County Board of Education for the Santa Cruz County Office of Education is entrusted by the community to uphold the Constitutions of California and the United States, to protect the public's interest in the schools, and to ensure that a high-quality education is provided to each student. To effectively meet challenges, the Board and Superintendent must function together as

a governance leadership team. Agreed-upon behaviors/norms, and operating procedures/protocols, support consistent behavior and actions among team members. The purpose of the Santa Cruz COE governance team agreements is to ensure that a positive and productive working relationship exists among Board Members, the Superintendent, staff, students, and the community. Norms and protocols are developed for and by the governance team members and may be modified over time as needed.

Our Vision

We envision a community with engaged learners and leaders who have the social, emotional, academic, and technical skills to thrive in a changing world.

Our Mission

To lead an equitable and innovative learner-centered educational system.

Our Values

Equity – We create or improve programs, practices, and policies to ensure that every learner has opportunities, experiences, and support systems that address their educational goals and needs.

Innovation – We foster communication, collaboration, creativity, and critical thinking to generate new ideas and solutions.

Partnership – We listen to the needs of our learners, families, educators, and the community, and work with our partners to create networks of support and opportunities so all our learners can achieve and thrive.

Excellence – We hold ourselves to high standards of quality and professionalism and aim to exceed the expectations of our learners, community, partners, and staff.

ROLES AND RESPONSIBILITIES

The Role of the Board

Trustees on the County Board of Education are representatives of the people, elected to ensure the Santa Cruz COE schools educate students in consideration of the interests of the local community.

The Role of the Superintendent

The role of the Superintendent is:

1. To work with the board to develop an effective governance leadership team.
2. To serve as the chief administrative officer for the COE.

The Superintendent Can Support the County Board By:

- Maintaining two-way communication – Board Members/Superintendent
- Encouraging Board Mentoring, especially as a group
- Sending alerts about news and issues before they become public whenever possible
- Sending monthly updates
- Sending answers to Board Members' questions and other information to all

The County Board Can Support the Superintendent By:

- Recognizing the Superintendent's role as a County-wide leader to address challenges for students and parents.
- Maintaining two-way communication – Board Members/Superintendent
- Developing an organized system to note COE events that are appropriate for Board Member attendance (Example: Develop a chart/calendar for graduation ceremony sign-ups)
- Participating as a unit at community events, discussions, and at organization events (Example: CCBE, CSBA)
- Developing an understanding of how the Board can support or take the lead on initiatives (Committee participation)
- Communicating concerns – checking in if there are questions or concerns
- Bringing questions and concerns directly to the Superintendent first

Board Members Can Support Each Other By:

- Participating in Board development and mentoring
- Creating more opportunities to develop personal/professional relationships
- Teaming-up for advocacy work - developing a system to pair up Board Members
- Participating in committees/sharing work
- When retiring from the Board, seeking out prospective new members

Board Bylaw 9000: The Role of the Board

The Santa Cruz County Board of Education provides leadership and citizen oversight for educational programs and services operated by the Santa Cruz County Office of Education (COE), including services provided to school districts and the community. The primary objectives of the County Board are to work with the County Superintendent of Schools to establish direction and priorities for the COE and to provide the leadership necessary for the success of public education.

In fulfilling its objectives, it is the role of the County Board to:

1. Adopt and update policies for its own governance and programs under the statutory authority of the County Board
2. Ensure accountability for student learning in schools and programs under the statutory authority of the County Board
3. Fulfill responsibilities related to the local control funding formula (LCFF), including adopting the COE local control and accountability plan or update and the LCFF budget overview for parents/guardians
4. Provide community leadership on educational issues and advocate on behalf of students and public education at the local, state, and federal levels
5. Collaborate with the County Superintendent to ensure implementation of the shared vision, goals, and policies of the COE
6. Collaborate with the County Superintendent to ensure the provision of a safe and appropriate educational environment for all COE students
7. Adopt the annual budget and review interim reports of the County Superintendent
8. Approve the salary of the County Superintendent in accordance with the law

9. Adopt rules and regulations governing the administration of the office of the County Superintendent
10. Acquire, lease, lease-purchase, hold, and convey real property to house the offices and the services of the COE
11. Maintain a cooperative and supportive working relationship with local school districts, their school boards, and the community
12. Conduct appeals on the following actions by district governing boards: student expulsions; interdistrict transfer requests; denials, nonrenewals, or revocations of charter school petitions; and other matters when required by law
13. Conduct public hearings when appropriate
14. Consider petitions and provide oversight for charter schools approved by the County Board and fulfill other statutory responsibilities in connection with charter schools

The County Board is authorized to establish, carry on, and finance any program or activity that is not in conflict with, inconsistent with, or preempted by law and does not conflict with the purposes for which the County Board is established. (Education Code 35160-35160.

Board Bylaw 9200: Limits Of Board Member Authority

The County Board of Education recognizes that it has authority only as a unit and that a County Board member has no individual authority. County Board members shall hold the education of students above any partisan principle, group interest, or personal interest.

Unless agreed to by the County Board as a whole, individual members of the County Board shall not exercise any authority concerning any matter within the jurisdiction of the County Board. In appropriate circumstances, individual County Board members may independently submit requests for information to the secretary of the County Board.

Individual County Board members do not have the authority to resolve complaints. Any County Board member approached directly by a person with a complaint should refer the complainant to the County Superintendent or designee so that the problem may receive proper consideration and be handled through the appropriate process. To request information, County Board members shall also refer County Board-related correspondence to the president and the secretary of the County Board for dissemination to the rest of the County Board or placement on the agenda, as appropriate

A County Board member whose child is attending a school within the jurisdiction of the COE should be aware of his/her role as a County Board member when interacting with COE

employees about his/her child. The County Board member should inform the County Superintendent before volunteering in his/ her child's classroom.

POSITIVE GOVERNANCE TEAM CULTURE

Meeting Guidelines

- We will keep our focus on the best interest of our students.
- We will listen actively and openly to each other.
- We will build upon the ideas of others and look for common ground. We will paraphrase for understanding.
- We will respect differences, show respect, and never dismiss or devalue others.
- We will be supportive rather than judgmental.
- We will come to meetings prepared to work, having reviewed the meeting packet, reports, etc.
- We will ask questions of the Superintendent and staff ahead of meetings. We will avoid surprises/"gotchas"
- We will offer ideas and take responsibility for the work of the team.
- We will work toward the future – learning from the past.

PROTOCOLS, STRUCTURES, & PROCESSES

Effective governance teams discuss and agree upon the formal structures and processes, or protocols, used by the Board and Superintendent in their functioning as a team. These structures and processes guide the operations of the governance team and determine how they do business. Protocols are the agreements that ensure that all members of the team are operating within their agreed-upon roles.

The following protocols were developed at our Governance Workshop:

<u>Topic:</u>	<u>Protocols, Structures, & Processes:</u>
Welcoming / Onboarding New Board Members	<u>Rationale:</u> A comprehensive onboarding process for new members is essential to creating and maintaining a strong, effective governance team. New members need to feel welcomed, and they need to learn about the COE and their new role as Board Members. <u>Suggested Practices Include:</u>

	<ul style="list-style-type: none"> ● Holding a candidate orientation before the election to help board candidates learn about the COE and their role. ● Offering each new board member a mentor. ● Encouraging each member of the governance team to welcome new members by reaching out to them and spending time getting to know them. (Inviting them to coffee, breakfast, lunch, etc.) ● Once elected, hold an orientation meeting with the Superintendent, perhaps other senior staff, and the rest of the Board. This might include a tour of COE campuses and departments. ● Scheduling a CSBA “Good Beginnings” Workshop with the entire team. ● Providing new members with a notebook containing information about the various departments/programs of the COE and relevant documents, such as the Governance Handbook, Bylaws, School Calendar, etc.
Board Committees	<p><u>Rationale:</u></p> <p>Because the Board only meets once a month, much preliminary work is done in the committees. This provides Board Members with the opportunity to collaborate with staff and discuss issues in a safe place.</p> <p>Board Members need to share the workload fairly and equally.</p> <p><u>Therefore,</u></p> <ul style="list-style-type: none"> ● At the Board’s annual organizational meeting, the Board President will ask Board Members to share their input regarding preferred committee assignments to ensure coverage in all committees and that assignments are fair and equitable. ● Board Members will be assigned to the following committees: <ul style="list-style-type: none"> ○ Agenda Committee ○ Budget Committee ○ Policy Committee ○ Charter Schools Committee ○ Community Outreach and Legislation Committee ○ Superintendent Compensation Committee ● Members have a responsibility to attend meetings regularly. ● Members will effectively engage in committee work – listen actively, ask questions, and share comments/ideas.

<p>Responding to Staff or Community Concerns or Complaints</p>	<p><u>Rationale:</u></p> <p>We wish to facilitate the best path for constituents in resolving their issues and we wish to maintain the integrity of our roles as Board Members by following Board Bylaw 9200: Limits of Board Member Authority.</p> <p><u>Therefore,</u> when a community or staff member approaches a Board Member with an issue or concern, Board Members will:</p> <ul style="list-style-type: none"> ● <u>Receive</u> – Listen without interruption and without preparing a response to the person’s issues or concerns. ● <u>Repeat</u> – Paraphrase or ask a clarifying question to ensure understanding of what has been said. ● <u>Request</u> – Ask what the person sees as the solution to the problem or concern. Ask what they would have the Board do with the information they have given. ● <u>Review</u> – The conversation (and next steps, if any). ● <u>Redirect</u> – Put the person back into the system at the appropriate place. ● <u>Report</u> - Notify the Superintendent of the conversation so that they have the full picture and can follow through as appropriate and/or necessary. ● <u>Email</u> – When we receive a complaint or concern via email, we will thank the constituent for the email and for raising the issue and inform the individual that we will be forwarding the message
<p>Attendance</p>	<p><u>Rationale:</u></p> <p>All Board Members must participate in decision-making; it is a fundamental aspect of their role and a responsibility that they have toward the community. Shared decision-making is a matter of respect and fairness for all.</p> <p>Attendance is crucial to maintaining a quorum.</p> <p><u>Therefore,</u></p> <ul style="list-style-type: none"> ● We will attend every Board meeting unless we have a valid reason for our absence. ● If a member is unable to attend a meeting, they will notify the Superintendent and Board President in advance, whenever possible.

	<ul style="list-style-type: none"> Board members requesting compensation for missed meetings will follow the procedure outlined in BB 9250 and complete the appropriate form.
Selecting of the President / Vice President	<p><u>Rationale:</u></p> <ul style="list-style-type: none"> The Board chooses its officers by majority votes following open nominations for President and Vice-President at the Board's annual organizational meeting in December. The Board's usual practice has been to encourage the succession of its current Vice-President to accept nomination for President the following year; this practice is not binding on any Board member or nominee. <p><u>Therefore,</u></p> <ul style="list-style-type: none"> Any member may nominate another member or themselves for President. A Board member may decline consideration as a nominee. Upon the close of nominations for President, the Board shall hold successive voice votes until a nominee receives a majority vote of the quorum present; the Board may optionally conduct a final vote to ratify the majority outcome. The member so elected shall thereupon assume the role of President of the Board. Subsequent to the election of the President, any member may nominate another member or themselves, other than the newly elected President, for Vice-President. Upon the close of nominations for Vice-President, the Board shall hold successive voice votes until a nominee receives a majority vote of the quorum present; the Board may optionally conduct a final vote to ratify the majority outcome. The member so elected shall thereupon assume the role of Vice-President of the Board.
How to Review Board Packets, Budget Reports, etc	<p><u>Rationale:</u></p> <ul style="list-style-type: none"> To ensure effective governance and decision-making, Board members are encouraged to thoroughly review agenda materials and reports in preparation for meetings. The following best practices enable Board members to review their board packets comprehensively, promote transparency, and make informed decisions that positively impact the education and well-being of students and the entire school community. <p><u>Therefore,</u></p> <ul style="list-style-type: none"> Read in advance: Review the board packet well in advance of the board meeting to allow enough time to thoroughly understand the content, ask questions, and seek additional information if needed. Understand the agenda and meeting structure: Familiarize yourself with the agenda and overall structure of the board packet.

	<p>Identify the key sections, such as the superintendent's report, financial updates, policy proposals, and any significant issues or decisions that require attention.</p> <ul style="list-style-type: none"> ● Analyze data and reports: Pay close attention to any data, reports, or metrics included in the board packet. Analyze trends, compare current information with past data if available, and identify areas that require further exploration or potential action. ● Seek clarity and additional information: If you encounter any ambiguities, uncertainties, or gaps in the board packet, don't hesitate to reach out to the Superintendent or designated staff for clarification or additional information. ● Connect with fellow board members: Subject to Brown Act restrictions, engage in discussions with your fellow board members prior to the meeting. Share insights, exchange perspectives, and collaborate to ensure a more thorough understanding of the topics to be discussed. ● Be proactive in seeking community input: Consider reaching out to relevant stakeholders, such as parents, teachers, students, and community members, to gather their input or feedback on specific issues or proposals. ● Align with district goals and policies: Always keep the district's goals, policies, and mission in mind as you review the board packet. ● Come prepared for discussions: Be ready to engage in constructive dialogue, listen attentively to others' perspectives, and work collaboratively toward the best outcomes for students and the entire educational community.
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GOVERNANCE AGREEMENTS SIGNATURE PAGE

We have reviewed and agreed to follow the governance mentioned above, team norms and protocols to support a positive and productive working relationship among the Santa Cruz COE Board of Education, Superintendent, staff, students, and the community. We shall review and renew this document annually.

Affirmed on this 20th day of July, 2023

Ed Acosta, *Trustee*

Alyssa Alto, *Trustee*

Rose Filicetti, *Trustee*

Sandra Nichols, *Trustee*

Sue Roth, *Trustee*

Abel Sanchez, *Trustee*

Bruce Van Allen, *Trustee*

Dr. Faris Sabbah, *Superintendent*